

## Board of Property and Facilities Minutes

To provide leadership in maintaining a safe, functional,  
and attractive setting for ministry

May 1, 2017 7:00 pm

Attendance: Jerry Randall, Ken Gustafson, Kenny  
Hennen, Dan Lofgren, Steve VanHooser, Shirley Miller,  
Dianne Elsenpeter

### Old Business:

1. The parking lot will be done again the middle of May.
2. Pest Control-still trying to get the Woodpeckers from pecking the building.
3. A crew will get together and paint/stain windows/doors on the south side of the building. Also the rear windows.
4. Youth and Family office wall/door—Nothing yet.
5. Document shredding—Kathy Carlson is going to go though some more papers before we shred.
6. Capital Improvement plan—on going

7. Tech Group/items in Youth Center—after Gun Training put items in Fellowship Hall to be given away. Throw the unusable.
8. Kenny H. will talk to Sue about the shelves to be put in the old sacristy.
9. LED lighting for building—Kenny H. will talk to the person at the Power Plant about them. He will order them and put them in the Library and Nursery to test them out.
10. Welcome/information center—More, will be done about it this summer.
11. Finishing of work in Youth Center—Dave Saterbak will finish the trim.
12. Security System—Jerry R. will buy and install for door by office. Kenny H. will put security bars on the old kitchen door and Pastors door in his office. They will both be exit only doors.
13. Replacement of Carpet—Shirley M. will check on prices.
14. Video of whole Church for records—Jensine T. and Dianne E. will get that done this summer.
15. Redo some policies in our book—We, went over the policies and made some changes. Barb will type them up and make changes for our book.

## New Business:

1. Redo facilities use request form. We, changed some things on the form. Barb will redo the form and hand that out when requests are made.
2. Bricks on left end of building by bell tower flaking and bricks crumbling—Ken G. will look at and fix what he can.
3. New leak between Sue's office and Youth Center by Archway—It is no longer leaking. We, will have the company come out and check out the flat roof.
4. Need some shrubbery removed and new mulch put down—Ken G. will remove the shrubbery and we will get the mulch around June.

Next Meeting June 5, 2017 7:00 pm

Adjourn